

Environment: TSTING
Test Level: System

Script # / Name: 1.11A - FTP File - Monthly Form
 This script will test the ability to submit Negative Numbers in fields MR17 through MR23 for Principle Amount, Interest Amount and Other Amounts column in the Form 2000 - Monthly Form using the FTP process.
Scenario Description: ftpfile_1.txt
 ftpfile_2.txt
File Name: ftpfile_3.txt
Prerequisite: N/A



Executed By / Date:
Product / Release: TO 130 - Form 2000 Enhancements
Prepared By / Date: Jobe Jamerson / 29 May 2003
Acceptance Sign Off / Date:

Pass/Fail	
------------------	--

Step	Action	Navigation Path	Input	Expected Results	Actual Results	Req #	Pass / Fail	Issues/Comments
Create Baseline of General Ledger for Later Comparison								
1	Login into Oracle under the FSA CFO General Ledger SuperUser Responsibility.							
2	Navigate to the Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
3	Select Single Request and Click OK.			Submit Request window appears.				
4	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
5	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
6	Click OK and click Submit Request.			Requests window appears.				
7	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
8	Note the period activity for Jun-03.							
9	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
10	Select Single Request and Click OK.			Submit Request window appears.				
11	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				

12	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
13	Click OK and click Submit Request.			Requests window appears.				
14	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
15	Note the period activity for Jun-03 for STAT Accounts.							
Verify the Negative Numbers Cannot be Submitted in Fields MR1-MR16 using FTP								
16	Log into Oracle under System Administrator Responsibility.							
17	Navigate to Users Form. Query for your Username. Choose supplier from the LOV and save.	Security-->User-->Define	Goodin, Pamela (GA 723)	Supplier is assigned to your Username.				
18	Identify Form 2000 Monthly File with negative numbers in fields MR1-MR16.		ftpfile_1.txt					
19	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
20	Change Permissions to Read-Write-Execute for file.							
21	Switch Responsibility to FSA GA Manager .							
22	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
23	Select Single Request and Click OK.			Submit Request window appears.				
24	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Monthly Data File Load	Parameters window appears.				
25	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> File Name: ftpfile_1.txt					
26	Click OK and click Submit Request.			Requests window appears.				
27	Click Refresh programs has completed with status of Normal.			Request completes in error.				
Submit Monthly Report with Negative Numbers via FTP								
28	Identify Form 2000 Monthly File with negative numbers in fields MR17-MR23.		ftpfile_2.txt					
29	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
30	Change Permissions to Read-Write-Execute for file.							
31	Switch Responsibility to FSA GA Manager .							
32	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
33	Select Single Request and Click OK.			Submit Request window appears.				
34	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Monthly Data File Load	Parameters window appears.				
35	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> File Name: ftpfile_2.txt					
36	Click OK and click Submit Request.			Requests window appears.				
37	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
38	Close all windows and return to the Navigation screen.							

39	Navigate to the FSA GA Monthly Financial Report.	GA Monthly Reports		FSA GA Monthly Financial Report window appears.				
40	Verify that the information in the form matches what was in the file.		Fiscal Month: 7 Year: 2003	Information is correct. Negative Numbers appear in fields MR17-MR23.				
41	Click Submit.			Some soft edits may be triggered. Warning box appears stating 'Are you sure you want to submit report to FSA?'				
42	Click OK.			GA Monthly Form 2000 Report is submitted. Status in Header states Submitted.	1.4			
43	Log into Oracle under System Administrator Responsibility.							
44	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
Accept Monthly Report with Negative Numbers, Run AP/GL Load Interface								
45	Switch responsibility to FSA Financial Partner Manager .							
46	Navigate to GA Monthly Form 2000.	GA Monthly Reports		GA Monthly Reports form appears.				
47	Query to find the submitted GA Monthly Form 2000. Click Accept button.			No edits are triggered. Warning box appears stating 'Please note the AP/GL Load Processes are going to start. You can view the status by going to Help then select View My Request.'				
48	Click OK.			Status in Header states Accepted.				
49	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
50	Click Find.			Requests window appears. The following requests initiate and complete successfully: FSA FFEL GA Form 2000 AP/GL Load Interface Payables Open Interface Report Journal Import	5.1			
51	View output of the Payables Open Interface Report. Record the Invoice Number (AP). Save the Output.							
52	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name (GL). Save the Output.							
53	Query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>:%'	Batch ID appears.				
Verify Journals								
54	Switch responsibility to FSA CFO General Ledger Super User .							
55	Navigate to the Journals Enter screen.	Journals --> Enter		Find Journals Screen is displayed.				
56	Query on the batch name. Select Find.		%<batch name from above>%	Two batches are returned, one for Monthly STAT and one for Monthly USD.				
57	Click inside of STAT batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
58	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
59	Select Single Request and Click OK.			Submit Request window appears.				
60	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				

61	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: STAT Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<STAT batch number>%	Submit Request window appears.				
62	Click OK and click Submit Request.			Requests window appears.				
63	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
64	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
65	Close all windows and return to the Enter Journals (FSA FMS) screen.							
66	Click inside of USD batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
67	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
68	Select Single Request and Click OK.			Submit Request window appears.				
69	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
70	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<USD batch number>%	Submit Request window appears.				
71	Click OK and click Submit Request.			Requests window appears.				
72	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
73	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Approve Invoice								
74	Switch Responsibility to FSA FFEL GA Payable SuperUser.							
75	Navigate to the Invoice Batches screen. Query on Batch Name from above.	Invoices --> Entry --> Invoice Batches	%<batch name from above>%	Verify that there are line item distributions for every line filled out on the invoice.				
76	Verify that there is a separate distribution line item for each field entered on the Monthly Form 2000 Report.	Click Invoices-->Distributions		Results match expected results for AP.				
77	Approve the invoice and batch.	Click Actions...1 -->Check Approve-->OK		Batch is approved				
Process Payment								
78	Switch Responsibility to FSA FFEL GA Payments Manager.							
79	Navigate to the Payment Batches Screen.	Payments --> Entry --> Payment Batches		Payment Batches Screen appears				
80	Process a new Payment Batch for the GA Pay Group. Record the Pay through Date.		Batch Name: FL1 Pay Group: GA Pay Group Document: Electronic Pay through Date: <SYSDATE +21>	Form is populated with data entered by the user. Batch Name is changed to the next sequential number.				
81	Record the Payment Batch Name that the system assigns.							

82	Select and Build payment batch. Verify message. Record the Request ID.	Actions..1-->Click Select and Build		Message states: 'payables submitted your payment batch request to Select Invoices. The request number is _____'.				
83	Verify message. Record the Request ID.			Message states: 'payables submitted your payment batch request to Build Payments. The request number is _____'.				
84	Verify that the Selecting and Building of the payment batch kicked the 'FSA FFEL GA Payments Manager' interface. Record the Request ID.			FSA FFEL GA Payments Manager' interface kicks off and completes with a status of Normal.				
85	Verify that the 'AutoSelect' completed with a status of Normal. Record the Request ID.			AutoSelect' completes with a status of Normal.				
86	Verify that the 'Check For Economically Beneficial Discounts' completed with a status of Normal. Record the Request ID.			Check For Economically Beneficial Discounts' completes with a status of Normal.				
87	Verify that the 'Build Payments' completed with a status of Normal. Record the Request ID.			Build Payments' completes with a status of Normal.				
88	Select only the Monthly Report for Payment. Set payment for all other invoices in the batch to NO. (Payment batch will rebuild)	Payment Batches Window --> Click Payments.		Invoices appear.				
89	Format payment batch. Verify message. Record the Request ID.	Actions..1 --> Format		Message states: 'Payables submitted your payment batch request to Format Payments. The request number is _____'.				
90	Verify that the Selecting and Building of the payment batch kicked off the 'FSA Treasury Vendor ACH Initiate Program' interface. Record the Request ID.			The 'FSA Treasury Vendor ACH Initiate Program' completes with a status of Normal.				
91	Verify that the Selecting and Building of the payment batch kicked the 'FSA Process Treasury Vendor ACH Initiate Program' interface. Record the Request ID.			The 'FSA Process Treasury Vendor ACH Initiate Program' completes with a status of Normal.				
92	Verify that the Selecting and Building of the payment batch kicked the 'FSA Process Treasury Vendor ACH Main Program' interface. Record the Request ID.			FSA FFEL GA Payments Manager				
93	Confirm Payment Batch. Record the Request ID.	Actions...1 --> Confirm		Confirm Payment Batches Screen appeared with the pending payment documents listed.				
94	Record the Treasury Begin Document Number of the payment batch. Record the Treasury End Document Number of the payment batch.							
95	Verify message. Record the Request ID.			Message states: 'payables submitted your payment batch programs. The request numbers are _____ and _____'.				
96	Verify that the Selecting and Building of the payment batch kicked off the 'FSA FFEL GA Payments Manager' interface. Record the Request ID.			The 'FSA FFEL GA Payments Manager' completes with a status of Normal.				
97	Verify that the 'Confirm Payment Batch' program completed with a status of Normal. Record the Request ID.			The 'Confirm Payment Batch' completes with a status of Normal.				
98	Verify that the 'Separate Remittance Advice Program' program completed with a status of Normal. Record the Request ID. Verify that the Output file states the invoices that were remitted for payment.			The 'Separate Remittance Advice Program' completes with a status of Normal. Output file indicates that batches were remitted for payment.				

99	Verify that the 'Final Payment Register Program' completed with a status of Normal. Record the Request ID. Verify that the Output file states details about each check that was generated and the invoices that each check covers.			The 'Final Payment Register Program' completes with a status of Normal. Output file indicates that details about each check that was generated and the invoices that each check covers.				
Payables Transfer to GL								
100	Switch responsibility to FSA FFEL GA Payables SuperUser .							
101	Navigate to the Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
102	Click OK.			Submit Request window appears.				
103	Use List of Values to select Request Name. Click OK.		Payables Transfer to General Ledger	Parameters window appears.				
104	Enter tomorrow's date for the Post Through Date.			Submit Request window appears.				
105	Click OK and click Submit Request.			Requests window appears.				
106	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
107	Verify that the Journal Import is automatically kicked off. Record the Request ID. Record Batch Name from Output file.			Journal Import is automatically kicked off and completes successfully. Output indicates that bathes were transferred successfully.				
108	Query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>:%'	Batch ID appears.				
109	Switch Responsibility to FSA CFO General Ledger SuperUser .							
110	Navigate to the Journals Enter screen.	Journals --> Enter		Find Journals Screen is displayed.				
111	Query on the batch name. Select Find.		%<Batch Name from the Journal Import from Payables Transfer to General Ledger>%	Enter Journals Screen is displayed.				
112	Click Review Journal.			Invoice appears with accounting for each line. Accounting matches Expected Results.				
113	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
114	Select Single Request and Click OK.			Submit Request window appears.				
115	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
116	Make sure that all fields in parameters screen are populated; use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<Purchase Invoices batch number>%	Submit Request window appears.				
117	Click OK and click Submit Request.			Requests window appears.				
118	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
119	View output of the Journals - General(180 Char). Verify the Purchase Invoice entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
120	Close all windows and return to the Enter Journals (FSA FMS) screen.							
121	Click inside of USD batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
122	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
123	Select Single Request and Click OK.			Submit Request window appears.				

124	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
125	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<Payments USD batch number>%	Submit Request window appears.				
126	Click OK and click Submit Request.			Requests window appears.				
127	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
128	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Create Journals								
129	Close all windows and return to the Navigator Screen.							
130	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
131	Select Single Request and Click OK.			Submit Request window appears.				
132	Use List of Values to select Request Name. Click OK.		Program: Create Journals	Parameters window appears.				
133	Accept default parameters.			Submit Request window appears.				
134	Click OK and click Submit Request.			Requests window appears.				
135	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
136	View output of the Create Journals Report. Record the Batch Name. Save the Output.							
137	Run query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>%'	Batch ID appears.				
138	Close all windows and return to the Requests screen. Click Submit a New Request.							
139	Select Single Request and Click OK.			Submit Request window appears.				
140	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
141	Make sure that all fields in parameters screen are populated, use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<Create Journals batch number>%	Submit Request window appears.				
142	Click OK and click Submit Request.			Requests window appears.				
143	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
144	View output of the Journals - General(180 Char). Verify the Create Journals entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Treasury Confirmation								
145	Switch Responsibility to FSA FFEL GA Federal Administrator.							

146	Navigate to the Treasury Confirmation and Reconciliation screen.	Confirm --> Confirm		Treasury Confirmation and Reconciliation screen appears.				
147	Enter following information into form. Click Confirm. Record the Request ID.		Payment Batch: <Payment Batch from Above> Treasury Begin: <number> Treasury End: <number + count> Accomplished Date: <today's date>	Message states: 'The request number is _____'				
148	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
149	Click Find.			Requests window appears. The following requests initiate and complete successfully: Journal Import				
150	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name. Save the Output.							
151	Run query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>%'	Batch ID appears.				
152	Switch Responsibility to FSA CFO General Ledger SuperUser .							
153	Navigate to the Journals Enter screen.	Journals --> Enter		Batch appears, lines are still not re-split				
154	Query on the batch name. Select Find.		%<Treasury Confirmation Batch Name>%	Enter Journals Screen is displayed.				
155	Click Review Journal.			Invoice appears with accounting for each line. Accounting matches Expected Results.				
156	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
157	Select Single Request and Click OK.			Submit Request window appears.				
158	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
159	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<Treasury Confirmation batch name>%	Submit Request window appears.				
160	Click OK and click Submit Request.			Requests window appears.				
161	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
162	View output of the Journals - General(180 Char). Verify the USD entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Post Batches								
163	Navigate to the Post Journals screen.	Journals --> Post						
164	Query on the Period.		Jun-03					
165	Click the checkbox next to all Postable Batches created in this script. Click Post. Record Request ID.			Message states: 'The request number is _____'				
166	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
167	Click Find.			Requests window appears. The Posting request initiates and completes successfully.				
168	View output of the Posting request. Verify that all batches were posted successfully. Save the Output.			All batches were posted successfully.				

169	Close all windows and return to the Requests screen. Click Submit a New Request.							
170	Select Single Request and Click OK.			Submit Request window appears.				
171	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
172	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
173	Click OK and click Submit Request.			Requests window appears.				
174	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
175	Note the change in period activity for Jun-03.							
176	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
177	Select Single Request and Click OK.			Submit Request window appears.				
178	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
179	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
180	Click OK and click Submit Request.			Requests window appears.				
181	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
182	Note the change in period activity for Jun-03 for STAT Accounts.							
183	Using the Tab for TB-APC, confirm that the differences in trial balances are what is to be expected.			Information matches expected results.				
184	Log out of Oracle Applications.							
Submit Monthly which fails some Soft & Hard Edits								
185	Identify Form 2000 Monthly File which fails some Soft & Hard Edits.		ftpfile_3.txt					
186	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
187	Change Permissions to Read-Write-Execute for file.							
188	Switch Responsibility to FSA GA Manager .							
189	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				

190	Select Single Request and Click OK.			Submit Request window appears.				
191	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Quarterly Data File Load	Parameters window appears.				
192	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> Filename: ftpfile_3.txt					
193	Click OK and click Submit Request.			Requests window appears.				
194	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
195	Close all windows and return to the Navigation screen.							
196	Navigate to the FSA GA Monthly Financial Report.	GA Monthly Reports		FSA GA Monthly Financial Report window appears.				
197	Verify that the information in the form matches what was in the file.		Fiscal Year: 2003	Information is correct.				
198	Click Submit.			Soft & Hard Edits are triggered. Form cannot be submitted because the file has failed Hard Edits.		3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, 3.11, 3.12, 3.13, 3.26		
199	Log into Oracle under System Administrator Responsibility.							
200	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
201	Log out of Oracle Applications.							

Environment: TSTING
Test Level: System

Script # / Name: 1.11B - FTP File - Monthly/Quarterly Form
 This script will test the ability to submit Negative Numbers in fields MR24 through MR42 for Principle Amount, Interest Amount and Other Amounts column in the Form 2000 - Monthly/Quarterly Form using the FTP process.
Scenario Description: ftpfile_4.txt
File Name: ftpfile_5.txt
Prerequisite: N/A



Executed By / Date:
Product / Release: TO 130 - Form 2000 Enhancements
Prepared By / Date: Jobe Jamerson / 29 May 2003
Acceptance Sign Off / Date:

Pass/Fail	
------------------	--

Step	Action	Navigation Path	Input	Expected Results	Actual Results	Req #	Pass / Fail	Issues/Comments
Create Baseline of General Ledger for Later Comparison								
1	Login into Oracle under the FSA CFO General Ledger SuperUser Responsibility.							
2	Navigate to the Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
3	Select Single Request and Click OK.			Submit Request window appears.				
4	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
5	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
6	Click OK and click Submit Request.			Requests window appears.				
7	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
8	Note the period activity for Jun-03.							
9	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
10	Select Single Request and Click OK.			Submit Request window appears.				
11	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				

12	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
13	Click OK and click Submit Request.			Requests window appears.				
14	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
15	Note the period activity for Jun-03 for STAT Accounts.							
Submit Monthly/Quarterly Report with Negative Numbers via FTP								
16	Log into Oracle under System Administrator Responsibility.							
17	Navigate to Users Form. Query for your Username. Choose supplier from the LOV and save.	Security-->User-->Define	Goodin, Pamela (GA 723)	Supplier is assigned to your Username.				
18	Identify Form 2000 Monthly/Quarterly File with negative numbers in fields MR24-MR42.		ftpfile_4.txt					
19	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
20	Change Permissions to Read-Write-Execute for file.							
21	Switch Responsibility to FSA GA Manager .							
22	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
23	Select Single Request and Click OK.			Submit Request window appears.				
24	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Quarterly Data File Load	Parameters window appears.				
25	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> File Name: ftpfile_4.txt					
26	Click OK and click Submit Request.			Requests window appears.				
27	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
28	Close all windows and return to the Navigation screen.							
29	Navigate to the FSA GA Monthly/Quarterly Financial Report.	GA Monthly/Quarterly Reports		FSA GA Monthly/Quarterly Financial Report window appears.				
30	Verify that the information in the form matches what was in the file.		QTR Fiscal Qtr: 3 Year: 2003	Information is correct. Negative Numbers appear in fields MR24-MR42.				
31	Click Submit.			No edits are triggered. Warning box appears stating 'Are you sure you want to submit report to FSA?'				
32	Click OK.			GA Monthly/Quarterly Form 2000 Report is submitted. Status in Header states Submitted.		1.4		
33	Log into Oracle under System Administrator Responsibility.							
34	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
Accept Monthly/Quarterly Report with Negative Numbers, Run AP/GL Load Interface								
35	Switch responsibility to FSA Financial Partner Manager .							

36	Navigate to GA Monthly/Quarterly Form 2000.	GA Monthly/Quarterly Reports		GA Monthly/Quarterly Reports form appears.				
37	Query to find the submitted GA Monthly/Quarterly Form 2000. Click Accept button.			No edits are triggered. Warning box appears stating 'Please note the AP/GL Load Processes are going to start. You can view the status by going to Help then select View My Request.'				
38	Click OK.			Status in Header states Accepted.				
39	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
40	Click Find.			Requests window appears. The following requests initiate and complete successfully: FSA FFEL GA Form 2000 AP/GL Load Interface Journal Import		5.1		
41	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name (GL). Save the Output.							
42	Query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>%'	Batch ID appears.				
Verify Journals								
43	Switch responsibility to FSA CFO General Ledger Super User .							
44	Navigate to the Journals Enter screen.	Journals --> Enter		Find Journals Screen is displayed.				
45	Query on the batch name. Select Find.		%<batch name from above>%	Two batches are returned, one for Quarterly STAT and one for Quarterly USD.				
46	Click inside of STAT batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
47	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
48	Select Single Request and Click OK.			Submit Request window appears.				
49	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
50	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: STAT Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<STAT batch number>%	Submit Request window appears.				
51	Click OK and click Submit Request.			Requests window appears.				
52	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
53	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
54	Close all windows and return to the Enter Journals (FSA FMS) screen.							
55	Click inside of USD batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
56	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
57	Select Single Request and Click OK.			Submit Request window appears.				
58	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				

59	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<USD batch number>%	Submit Request window appears.				
60	Click OK and click Submit Request.			Requests window appears.				
61	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
62	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Post Batches								
63	Navigate to the Post Journals screen.	Journals --> Post						
64	Query on the Period.		Jun-03					
65	Click the checkbox next to all Postable Batches created in this script. Click Post. Record Request ID.			Message states: 'The request number is _____'				
66	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
67	Click Find.			Requests window appears. The Posting request initiates and completes successfully.				
68	View output of the Posting request. Verify that all batches were posted successfully. Save the Output.			All batches were posted successfully.				
69	Close all windows and return to the Requests screen. Click Submit a New Request.							
70	Select Single Request and Click OK.			Submit Request window appears.				
71	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
72	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: < GA Code > Pagebreak Segment High: < GA Code > Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
73	Click OK and click Submit Request.			Requests window appears.				
74	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
75	Note the change in period activity for Jun-03 .							
76	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
77	Select Single Request and Click OK.			Submit Request window appears.				
78	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				

79	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
80	Click OK and click Submit Request.			Requests window appears.				
81	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
82	Note the change in period activity for Jun-03 for STAT Accounts.							
83	Using the Tab for TB-APC, confirm that the differences in trial balances are what is to be expected.			Information matches expected results.				
84	Log out of Oracle Applications.							
Submit Monthly/Quarterly which fails some Soft & Hard Edits								
85	Identify Form 2000 Monthly/Quarterly File which fails some Soft & Hard Edits.		ftpfile_5.txt					
86	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
87	Change Permissions to Read-Write-Execute for file.							
88	Switch Responsibility to FSA GA Manager .							
89	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
90	Select Single Request and Click OK.			Submit Request window appears.				
91	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Quarterly Data File Load	Parameters window appears.				
92	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> Filename: ftpfile_5.txt					
93	Click OK and click Submit Request.			Requests window appears.				
94	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
95	Close all windows and return to the Navigation screen.							
96	Navigate to the FSA GA Monthly/Quarterly Financial Report.	GA Monthly/Quarterly Reports		FSA GA Monthly/Quarterly Financial Report window appears.				
97	Verify that the information in the form matches what was in the file.		Fiscal Year: 2003	Information is correct.				
98	Click Submit.			Soft & Hard Edits are triggered. Form cannot be submitted because the file has failed Hard Edits.		3.4, 3.14, 3.15, 3.16, 3.17, 3.18, 3.25		
99	Log into Oracle under System Administrator Responsibility.							
100	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
101	Log out of Oracle Applications.							

Environment: TSTING
Test Level: System

Script # / Name: 1.11C - FTP File - Annual Form
 This script will test the ability to submit Negative Numbers in fields AR15 through AR57 for
Scenario Description: Principle Amount, Interest Amount and Other Amounts column in the Form 2000 - Annual
 ftpfile_6.txt
 ftpfile_7.txt
 ftpfile_8.txt
 ftpfile_items_1.txt
 ftpfile_items_2.txt
File Name: ftpfile_items_3.txt
Prerequisite: N/A



Executed By / Date:
Product / Release: TO 130 - Form 2000 Enhancements
Prepared By / Date: Jobe Jamerson / 29 May 2003
Acceptance Sign Off / Date:

Pass/Fail	
-----------	--

Step	Action	Navigation Path	Input	Expected Results	Actual Results	Req #	Pass / Fail	Issues/Comments
<i>Create Baseline of General Ledger for Later Comparison</i>								
1	Login into Oracle under the FSA CFO General Ledger SuperUser Responsibility.							
2	Navigate to the Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
3	Select Single Request and Click OK.			Submit Request window appears.				
4	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
5	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
6	Click OK and click Submit Request.			Requests window appears.				
7	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
8	Note the period activity for Jun-03.							
9	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
10	Select Single Request and Click OK.			Submit Request window appears.				
11	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				

12	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
13	Click OK and click Submit Request.			Requests window appears.				
14	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
15	Note the period activity for Jun-03 for STAT Accounts.							
Verify the Negative Numbers Cannot be Submitted in Fields AR1-AR14 using FTP								
16	Log into Oracle under System Administrator Responsibility.							
17	Navigate to Users Form. Query for your Username. Choose supplier from the LOV and save.	Security-->User-->Define	Goodin, Pamela (GA 723)	Supplier is assigned to your Username.				
18	Identify Form 2000 Annual File with negative numbers in fields AR1-AR14 and an Annual Items File.		ftpfile_6.txt ftpfile_items_1.txt					
19	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
20	Change Permissions to Read-Write-Execute for file.							
21	Switch Responsibility to FSA GA Manager .							
22	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
23	Select Single Request and Click OK.			Submit Request window appears.				
24	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Annual Data File Load	Parameters window appears.				
25	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> Filename of the Annual File: ftpfile_6.txt Filename of the Annual Items File: ftpfile_items_1.txt					
26	Click OK and click Submit Request.			Requests window appears.				
27	Click Refresh programs has completed with status of Normal.			Request completes in error.				
Submit Annual Report with Negative Numbers								
28	Identify Form 2000 Annual File with negative numbers in fields AR15-AR57 and an Annual Items File.		ftpfile_7.txt ftpfile_items_2.txt					
29	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
30	Change Permissions to Read-Write-Execute for file.							
31	Switch Responsibility to FSA GA Manager .							
32	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
33	Select Single Request and Click OK.			Submit Request window appears.				
34	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Annual Data File Load	Parameters window appears.				

35	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> Filename of the Annual File: ftpfile_7.txt Filename of the Annual Items File: ftpfile_items_2.txt					
36	Click OK and click Submit Request.			Requests window appears.				
37	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
38	Close all windows and return to the Navigation screen.							
39	Navigate to the FSA GA Annual Financial Report.	GA Annual Reports		FSA GA Annual Financial Report window appears.				
40	Verify that the information in the form matches what was in the file.		Fiscal Year: 2003	Information is correct. Negative Numbers appear in fields AR15-AR57.				
41	Click Submit.			No edits are triggered. Warning box appears stating 'Are you sure you want to submit report to FSA?'				
42	Click OK.			GA Annual Form 2000 Report is submitted. Status in Header states Submitted.	1.4			
43	Log into Oracle under System Administrator Responsibility.							
44	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
Accept Annual Report with Negative Numbers, Run GL Load Interface								
45	Switch responsibility to FSA Financial Partner Manager.							
46	Navigate to GA Annual Form 2000.	GA Annual Reports		GA Annual Reports form appears.				
47	Query to find the submitted GA Annual Form 2000. Click Accept button.			No edits are triggered. Warning box appears stating: 'Please note that the Annual GL Interface is going to start. You can view the status by going to Help then select View My Request.'				
48	Click OK.			Status in Header states Accepted.				
49	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
50	Click Find.			Requests window appears. The following requests initiate and complete successfully: FMS Annual Form 2000 GL Interface Journal Import	4.1, 4.2, 4.5, 4.7, 5.1			
51	Run Query to identify AR_ID for this form in the FFELGA_ANNUAL_REPORTS table. Record AR_ID.		SELECT AR_ID, GA_CODE, F_YEAR, REPORT_STATUS, CREATION_DATE FROM FFELGA.FFELGA_ANNUAL_REPORTS WHERE GA_CODE = <GA Code> AND CREATION_DATE LIKE '<DD-MON-YY -- date form was created>'	Information is correct for the form entered.				
52	Run query to verify that the AR_ID was stored in Reference21.		SELECT * FROM GL.GL_JE_LINES WHERE REFERENCE1 = <AR_ID FROM ABOVE QUERY>	Information is correct for the form entered. AR_ID is passed to the GL_JE_LINES table.				
53	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name (GL). Save the Output.							
54	Query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>%'	Batch ID appears.				
Verify Journals								
55	Switch responsibility to FSA CFO General Ledger Super User.							

56	Navigate to the Journals Enter screen.	Journals --> Enter		Find Journals Screen is displayed.				
57	Query on the batch name. Select Find.		%<batch name from above>%	One STAT batch is returned.				
58	Click inside of STAT batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
59	Click More Details button. Verify that the Reverse Period field is null.			Reverse Period field is null.				
60	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
61	Select Single Request and Click OK.			Submit Request window appears.				
62	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
63	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: STAT Period: Jun-03 Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<STAT batch number>%	Submit Request window appears.				
64	Click OK and click Submit Request.			Requests window appears.				
65	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
66	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
Post Batches								
67	Navigate to the Post Journals screen.	Journals --> Post						
68	Query on the Period.		Jun-03					
69	Click the checkbox next to all Postable Batches created in this script. Click Post. Record Request ID.			Message states: 'The request number is _____'				
70	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
71	Click Find.			Requests window appears. The Posting request initiates and completes successfully.				
72	View output of the Posting request. Verify that all batches were posted successfully. Save the Output.			All batches were posted successfully.				
73	Close all windows and return to the Requests screen. Click Submit a New Request.							
74	Select Single Request and Click OK.			Submit Request window appears.				
75	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				

76	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: USD Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
77	Click OK and click Submit Request.			Requests window appears.				
78	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
79	Note the change in period activity for Jun-03.							
80	Navigate to Submit Requests window.	Others --> Requests --> Submit a New Request		Submit a New Request window appears.				
81	Select Single Request and Click OK.			Submit Request window appears.				
82	Use List of Values to select Request Name. Click OK.		Trial Balance: Summary 2	Parameters window appears.				
83	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Balance Type: A (Actual) Budget or Encumbrance Type: N/A Pagebreak Segment: Institution (FSA Institution) Pagebreak Segment Low: <GA Code> Pagebreak Segment High: <GA Code> Secondary Segment: Fund (FSA Fund) Currency Type: Entered Currency: STAT Period: Jun-03 Budget Start Period: N/A Amount Type: PTD (Period to Date)	Submit Request window appears.				
84	Click OK and click Submit Request.			Requests window appears.				
85	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
86	Note the change in period activity for Jun-03 for STAT Accounts.							
87	Using the Tab for TB-APC, confirm that the differences in trial balances are what is to be expected.			Information matches expected results.				
Submit Annual Report which fails some Soft & Hard Edits								
88	Identify Form 2000 Annual File which fails some Soft & Hard Edits and an Annual Items File.		ftpfile_8.txt ftpfile_items_3.txt					
89	Log in to hpl6 and FTP the file into home directory. Use ASCII format for uncompressed files.							
90	Change Permissions to Read-Write-Execute for file.							
91	Switch Responsibility to FSA GA Manager.							
92	Navigate to Submit Requests window.	Others --> Requests --> Run		Submit a New Request window appears.				
93	Select Single Request and Click OK.			Submit Request window appears.				
94	Use List of Values to select Request Name.		FSA FFEL GA Form 2000 Annual Data File Load	Parameters window appears.				

95	Enter File Location Directory and File Name.		File Location Directory: /home/<UNIX user name> Filename of the Annual File: ftpfile_8.txt Filename of the Annual Items File: ftpfile_items_3.txt					
96	Click OK and click Submit Request.			Requests window appears.				
97	Click Refresh programs has completed with status of Normal.			Requests completed with status of normal.				
98	Close all windows and return to the Navigation screen.							
99	Navigate to the FSA GA Annual Financial Report.	GA Annual Reports		FSA GA Annual Financial Report window appears.				
100	Verify that the information in the form matches what was in the file.		Fiscal Year: 2003	Information is correct.				
101	Click Submit.			Soft & Hard Edits are triggered. Form cannot be submitted because the file has failed Hard Edits.		3.4, 3.19, 3.20, 3.21, 3.22, 3.23, 3.24		
102	Log into Oracle under System Administrator Responsibility.							
103	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
104	Log out of Oracle Applications.							